

1. The first step is to identify the problem. This involves understanding the current situation and the goals that need to be achieved.

2. The second step is to analyze the problem. This involves identifying the causes of the problem and the factors that are contributing to it.

3. The third step is to develop a plan. This involves identifying the steps that need to be taken to solve the problem and the resources that will be needed.

4. The fourth step is to implement the plan. This involves putting the plan into action and monitoring progress.

5. The fifth step is to evaluate the results. This involves assessing the effectiveness of the plan and making adjustments as needed.

6. The sixth step is to communicate the results. This involves sharing the findings with the relevant stakeholders.

7. The seventh step is to document the results. This involves creating a record of the findings and the actions taken.

8. The eighth step is to review the process. This involves reflecting on the experience and identifying lessons learned.

9. The ninth step is to share the results. This involves disseminating the findings to the wider community.

10. The tenth step is to conclude the project. This involves finalizing all tasks and ensuring that the project has been completed successfully.

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Class	Subclass	Date	Examiner

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